



CAMPUS SAFETY OFFICER

DEPARTMENT

Campus Safety – 5500

QUALIFICATIONS

- Must have a flexible Schedule
- Problem solving and calm demeanor when in stressful situations
- Good interpersonal communication skills
- Familiar with campus, employees, and other students
- Previous security/campus safety experience a bonus
- Ability to lift 50 lbs. and walk 3+ miles a shift
- Proficient reading and writing skills
- Must have 3 professional references, two of those being affiliated with WPC

DUTIES

- Lock and unlock campus facilities as scheduled/assigned
- Perform patrols around the campus to monitor automobiles, pedestrians, and to enforce parking policies
- Observe and report any criminal activity/tend to alarms and respond to medical emergencies on site
- Assist facilities and conference services staff as needed
- Irrigation responsibilities during summer months
- Other duties as assigned by the Campus Safety Supervisor
- Complete job description can be found by contacting the Lead Campus Safety Officer

COMPENSATION

Begins at Minimum Wage; Additional \$1.15/hour for weekend hours; Holiday pay available.

HOURS

Variable hours 24 hours a day, 7 days a week; guaranteed one shift a week with lots of flex hours available evenings/weekends.

CONTACT

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